

Constellation Community Giving

We are guided by a firm belief that it is important to improve the quality of life in our communities. Our focus is positive community impact in the following focus areas, in support of the following goals:

Environment - *Goal:* Increase collaborative environmental stewardship solutions between citizens, business, and government for the preservation of our natural environment.

Education - *Goal:* Students graduating from high-school will be better prepared to enter the workforce or continue their studies in higher education, and maximize their potential for success.

- Our *E² Energy to Educate Grants* support hands-on demonstration projects that advance energy innovation and build on student knowledge and application of science, technology, engineering and math (STEM). Grant Awards are available up to \$25,000 for partners grades 6- 12; up to \$50,000 for 2- and 4- year colleges/universities

Economic Development - *Goal:* Stimulate business growth and vibrant neighborhoods in the communities where we do business.

Employee Giving - *Goal:* Support our employees in their passions, through giving back through our United Way campaign, Matching Gifts program, and employee Volunteer Rewards.

Community Grants & Sponsorships - Guidelines

- We place special emphasis on organizations that have company employees on their boards and as volunteers, and whose purposes are aligned with our giving focus areas.
- It is important that organizations demonstrate a broad base of community support, as well as support from other corporations and foundations.
- Recipients of Constellation contributions are expected to report on the use, effectiveness, and outcomes of the contribution. Program effectiveness and results will be used in evaluating requests for future grants.
- We do not contribute to individuals, churches, religious causes, individual schools, sport teams or events, or organizations that actively oppose the company's position on issues.
- Constellation will only consider one contribution request per year from organizations classified as IRS 501(c)(3) tax-exempt nonprofit, located in areas where the company has significant business interests.
- We expect organizations receiving contributions to be in compliance with the requirements of the Equal Employment Opportunities Act, Americans with Disabilities Act of 1990, and other federal, state, and local laws and regulations.

Community Grants & Sponsorships - Requirements

Sponsorships

- Description of event, and cause which it supports.
- Sponsor Benefits (Please include details such as tickets, ad dimensions, and deadlines).
- Organization and event budget.
- List of current and previous year event supporters, including amount of support.
- List of Board of Directors.

Grants

- Grant Narrative
 - Please include project description, and specific outcomes metrics.
- List of Board of Directors
 - Include criteria for board selection and board members' financial support of the organization
- Finances
 - Project Budget, with summary of expenses and revenues.
 - Agency's current annual operating budget, with summary of itemized expenses and revenues
 - Itemized list of major corporate and foundation contributors with dollar amounts.
 - Most recent audited annual financial statement – if available.
- A copy of the original IRS determination letter indicating 501(c)(3) tax-exempt nonprofit status.
- If the request includes partner organizations, please provide a copy of a Memorandum of Understanding or a description of the roles and responsibilities for each organization that is signed by all parties.
- Most recent annual report.

Submission Process

- Please submit your request through our on-line system at www.constellation.com/community
- For your convenience please review the applicant guide and FAQ
- Once submitted, requests are acknowledged via email.
- Proposals according to the following schedule:

Community Impact Grants	Submit by:	Notification by:
Grant & Sponsorship requests	Rolling Review Process	
E ² Energy to Educate	October 1	November 19